



Memorandum

WORKPLAN CONTENTS

**PUBLIC SAFETY, FINANCE, AND STRATEGIC SUPPORT
COMMITTEE WORKPLAN
January - June 2017**

COMMITTEE MEMBERS:

RAUL PERALEZ, CHAIR
CHARLES “CHAPPIE” JONES, VICE CHAIR
MAGDALENA CARRASCO, MEMBER
DONALD ROCHA, MEMBER
SERGIO JIMENEZ, MEMBER

STAFF:

JENNIFER A. MAGUIRE, CITY MANAGER’S OFFICE
LEE WILCOX, MAYOR’S OFFICE
DANIELLE KENEALEY, CITY ATTORNEY’S OFFICE
TONI TABER, CITY CLERK’S OFFICE

MISSION STATEMENT:

To effectively develop, manage and safeguard the City’s fiscal, physical, technological and human resources to enable and enhance the delivery of city services and projects and to provide prevention and emergency response services for crime, fire, medical, hazardous and disaster related situations.

JANUARY 19, 2017 – MEETING CANCELLED

FEBRUARY 16, 2017

- 1. Police Department Operations and Performance Bi-Monthly Status Report (Police)**
Purpose: To provide a verbal bi-monthly status report on Police Department operations and performance in the areas of staffing, recruiting and hiring, crime statistics, violent crimes, violent gang related incidents, burglaries, truancy abatement/burglary suppression, and other operations and performance matters, as needed.
- 2. Customer Call Handling Audit Recommendations Implementation Quarterly Status Report (Information Technology)**
Purpose: To provide a quarterly status report on the implementation of the Customer Call Handling Audit recommendations.
- 3. Second Quarter Financial Reports for Fiscal Year 2016-2017 (Finance)**
Purpose: To provide second quarter (period ending December 31, 2016) financial reports in the areas of Debt Management, Investment Management, and Revenue Collection.

4. City of San Jose's Debt Management Policy (Finance)

Purpose: To provide proposed revisions to the City of San Jose's Debt Management Policy.

5. City of San José's Investment Policy (Finance)

Purpose: To provide proposed revisions to the City of San José's Investment Policy.

MARCH 16, 2017

1. 2017 Justice Assistance Grant Spending Plan (Police)

Purpose: To provide the proposed 2017 Justice Assistance Grant (JAG) spending plan.

2. Fireworks Enforcement Ordinance Report Follow-Up (Fire)

Purpose: To provide a follow-up to the Fireworks Enforcement Ordinance Post-Fourth of July Report with respect to: 1) utilizing technology and volunteers to relieve emergency dispatch personnel of call volume and to improve response; 2) determining a schedule that allows for online reporting, enforcement, and follow-up to occur in early May 2017 or sooner to help deter illegal activity; 3) coordinating consistent messaging between departments; and 4) developing a more targeted communication campaign.

3. Project Hope Pilot Program Status Report (Parks, Recreation and Neighborhood Services)

Purpose: To provide a status report on the Project Hope Pilot Program in the Cadillac Neighborhood.

4. San José's Bringing Everyone's Strengths Together (BEST) and Mayor's Gang Prevention Task Force (MGPTF) Programs Annual Report (Parks, Recreation and Neighborhood Services)

Purpose: To provide the 2015-2016 Annual Report on the San José's Bringing Everyone's Strengths Together (BEST) and the Mayor's Gang Prevention Task Force (MGPTF) Programs.

5. Park Ranger Program Annual Report (Parks, Recreation and Neighborhood Services)

Purpose: To provide the 2015-2016 Annual Report on the Park Ranger Program.

APRIL 20, 2017

1. Bi-Monthly Financial Report for January/February 2017 (Consent Calendar)
(Budget/Finance)

Purpose: To provide a bi-monthly status report on actual revenues and expenditures as compared to the 2016-2017 Budget and financial results for the eight months ending February 2017.

2. Police Department Operations and Performance Bi-Monthly Status Report (Police)

Purpose: To provide a verbal bi-monthly status report on Police Department operations and performance in the areas of staffing, recruiting and hiring, crime statistics, violent crimes, violent gang related incidents, burglaries, truancy abatement/burglary suppression, and other operations and performance matters, as needed.

3. Police Department Recruitment Activity Semi-Annual Report (Police)

Purpose: To provide a semi-annual report on Police Department recruitment activity, including recruiting and hiring expenditures, communication/marketing activities, marketing and outreach data analysis, academy entrants data analysis, officer resignation data analysis, and diverse applicant pool applications/hiring efforts.

4. Fire Department Emergency Response Times Performance Semi-Annual Report (Fire)

Purpose: To provide a semi-annual report on Fire Department emergency response times performance metrics and progress on response time performance improvement strategies.

5. Fire Department “48/96” Work Schedule Pilot Program Quarterly Report (Fire)

Purpose: To provide a quarterly report on the Fire Department “48/96” work schedule pilot program metrics to determine favorable and/or unfavorable changes that may be attributed to the pilot program.

MAY 18, 2017

1. Third Quarter Financial Reports for Fiscal Year 2016-2017 (Consent Calendar) (Finance)

Purpose: To provide third quarter (period ending March 31, 2017) financial reports in the areas of Debt Management, Investment Management, and Revenue Collection.

2. Public Safety Communications Interoperability Semi-Annual Report (Police)

Purpose: To provide a semi-annual report on the systems and other communications and data systems projects that promote interoperability in the Bay Area.

3. Customer Call Handling Audit Recommendations Implementation Quarterly Status Report (Information Technology)

Purpose: To provide a quarterly status report on the implementation of the Customer Call Handling Audit recommendations.

4. Workers’ Compensation Program Semi-Annual Report (Human Resources)

Purpose: To provide a semi-annual report on the city’s efforts to reduce workers’ compensation costs and claims for the Workers’ Compensation Program through the first nine months of 2016-2017.

JUNE 15, 2017

1. Bi-Monthly Financial Report for March/April 2016 (Consent Calendar) (Budget/Finance)

Purpose: To provide a bi-monthly status report on actual revenues and expenditures as compared to the 2016-2017 Budget and financial results for the ten months ending April 2017.

2. Police Department Operations and Performance Bi-Monthly Status Report (Police)

Purpose: To provide a verbal bi-monthly status report on Police Department operations and performance in the areas of crime statistics, violent crimes, violent gang related incidents, burglaries, truancy abatement/burglary suppression, staffing, recruiting/hiring, and other operations and performance matters, as needed.

3. Safe Communities Multi-Family Housing Pilot Program Report (Police)

Purpose: To provide a report on the Safe Communities Multi-Family Housing Pilot Program for the Hoffman/Via Monte area of City Council District 10.

4. Key State Legislation Semi-Annual Report (City Manager's Office - Intergovernmental Relations)

Purpose: To provide a semi-annual report on key State legislation in the Public Safety, Finance, and Strategic Support City Service Areas.